

**661—13.9(17A,80) Background investigation.** All railroad employers who are seeking to have an applicant appointed as a railway special agent shall conduct a complete background investigation of each applicant. The results of this background investigation shall be submitted with the application in typewritten report form. This background investigation shall contain, but not be limited to, the following.

**13.9(1)** Written comments from former employers in reference to honesty, integrity, character, personality and working performance of the applicant.

**13.9(2)** Written comments by personnel with any state, municipal or county law enforcement agency about the applicant and the applicant's prior employment and residences.

**13.9(3)** A check with all creditors for payment record and obligations.

**13.9(4)** A check with the clerk of court in the applicant's county of residence for any court action, civil or criminal.

**13.9(5)** A check with the county recorder's office where applicant resides to determine any property listed in the applicant's name and liens which may be on file.

**13.9(6)** A check with the credit bureau where the applicant resides or has been employed for the applicant's credit rating.

**13.9(7)** Certified copies of any educational records that are available (high school and college transcripts) and DD201 military form, if any.